

**MINUTES OF MEETING
INDIAN HILL VILLAGE COUNCIL
November 18, 2019**

A meeting of the Indian Hill Village Council was held on November 18, 2019 at 6:30 p.m. The meeting was held in the Council Chamber of the Village Administration building.

Officials present:

Mr.	Mark D. Kuenning, Mayor
Mrs.	Melissa S. Cowan, Vice-Mayor
Mr.	John B. Armstrong, Council member
Mr.	Stephen H. Krehbiel, Council member
Mr.	Donald C. McGraw, Council member
Mrs.	Monique A. Sewell, Council member
Mr.	Abbot A. Thayer, Council member
Ms.	Dina C. Minneci, City Manager
Mr.	Scott D. Phillips, City Solicitor
Mr.	Paul C. Riordan, Clerk/Comptroller

Visitor's Present:

Mr.	Rich Hidy, 8030 N. Clippinger Drive
Mrs.	Elizabeth Isphording, 4975 Drake Road
Mrs.	Kymerly Kuenning, 8035 Remington Road
Mr.	Shayne Manning, 5825 Given Road

PLEDGE OF ALLEGIANCE: Council opened the meeting with the Pledge of Allegiance.

MINUTES: The minutes of the regular meeting of October 21, 2019 had previously been distributed to each Council member. Council member Thayer made a motion to accept the minutes, which was seconded by Council member Cowan and was approved as corrected, 7-0.

FINANCE COMMITTEE REPORT: Council member Sewell directed Council's attention to a memo titled, "*Finance Committee*". She reported that the Finance committee met on November 8, 2019 to review several items in advance of the Council meeting.

Council member Sewell also directed Council's attention to the October financial statements which were included in the Council packet. Council member Sewell presented the following financial highlights:

- **Income Tax Receipts:** The Village received \$597,367, which was approximately \$107,000 more than received in October 2018. Year-to-date through October, cash receipts are 107% of budget.
- **CIRF:** Disbursements totaled \$244,416. This relates to landslide repair, website updates and purchase of a collection packer.
- **Water Works Receipts:** Water usage receipts were \$482,050 which was approximately \$61,000 more than October 2018 receipts. Year-to-date cash receipts are 80% of budget.
- **Long Term Debt:** The next principal and interest payments will be made in November.

The financial statements for October 2019 had previously been distributed to each Council member. There being no exceptions noted, the financial statements were accepted as issued.

Council member Sewell said that the Finance committee reviewed a summary of the significant changes to the overall 2019 budget since last month's committee meetings. The most significant changes included 1) increasing the 2019 year-end estimated tax revenue by \$400,000; 2) increasing the 2019 year-end estimate for water sales by \$155,000; and 3) increasing the Recreation year-end by \$30,050 due to a higher number of soccer participants (offset by revenues).

Council member Sewell reported that the Finance committee reviewed a draft of the 2020 Annual Budget which will be presented tonight by Mr. Scott Gully in a Public Hearing.

Council member Sewell requested that a public hearing be opened for the 2020 Annual Budget. Mayor Kuenning approved the request and the public hearing was opened.

2020 BUDGET PUBLIC HEARING: Mr. Gully, Finance and Tax Director, directed Council's attention to the document included in the Council packet titled, *Budget in Brief Fiscal Year 2020*. He explained that the detailed 2020 budget is included on the Village website for the resident's and Council's review. Budget in Brief provides a summary of the highlights of the budget, revenues the Village expects to receive and the planned areas where the money will be spent.

The budget was developed with input from the various department heads, Comptroller, Council's Standing committees and the Finance committee. It will form the basis for the adoption of a 2020 Appropriation Ordinance on December 16, 2019.

The following summary information represents the 2020 budget as proposed by the administration and reviewed and accepted by the various Council standing committees. All budget expenditures are finalized with the passage of related Ordinances at the December Council meeting. The Village of Indian Hill uses budgetary practices and techniques recommended by the Governmental Accounting Standards Board (GASB). As required by State law, the proposed budget is balanced, meaning operational expenditures will not exceed operating revenues and available reserve funds.

The Fiscal Year 2020 budget was developed to assure that high level services are appropriately delivered and programs are maintained at current levels. The budget is a responsible allocation of public resources that maintains the Village of Indian Hill as a safe and secure environment for the benefit of all employees, residents and visitors of the City of the Village of Indian Hill.

- **Operating Budget: Revenue** – Budgeted revenues in 2020 increased \$100,000 or 0.6% from 2019 year-end estimates; 2019 estimated year-end income tax receipts of \$13,400,000 are expected to be \$940,000, or 7.5% higher than originally budgeted. Income tax receipts in 2020 are budgeted at \$13,600,000 based on 2019's estimate, with a two percent increase to account for anticipated growth. Street and State Highway revenue are expected to decrease slightly in 2020. The decrease is attributed to an anticipated grant in 2019 from the Hamilton County Municipal Road Fund of \$164,000 to replace a culvert and landslide on Remington Road/State Route 126. The decrease is offset by an estimated increase of \$150,000 in gas tax revenue due to the

gas tax cents per gallon increase that went into effect in 2019. Other 2019 revenue also included a one-time receipt of \$92,000 for loss-year reimbursements from the Village's property insurance company.

- **Operating Budget** – The Village's Operating Budget of \$13,720,960 reflects a 4.3% increase, (\$560,000) over the 2019 Estimated Year-End Expenditures. Significant highlights include:
 - Addition of Indian Hill Recreation Commission in 2020. Prior to 2020, the Recreation Commission was a separate entity (501c3)
 - Madeira & Indian Hill Joint Fire District contract increased \$237,000, primarily due to replacing three part-time positions with full-time positions
 - 23% increase in risk management insurance premiums due to significant industry-wide weather claims

Expenses offset by decreases associated with:

- ❖ 2019 replacement of culvert on Remington Road/State Route 126. (Expenses of \$330,000 will be offset by potential grant funding of \$164,000)

- **Capital Improvement Reserve Fund** – The 2020 Capital Improvement Reserve Fund (CIRF) equates to \$4,800,000 and reflects a \$177,000 or 3.5% decrease from 2019 year-end estimates.

A significant portion of the 2020 CIRF is dedicated to three major culvert replacements (\$155,000), two major landslide repairs (\$454,500), and the replacement of Blome Road Bridge in collaboration with Hamilton County (\$1,500,000 which is offset by \$750,000 in County and grant contributions). In addition, the 2020 capital budget includes a \$1,200,000 road resurfacing program and contingency funds to account for unexpected landslide and culvert emergency repairs. These capital projects are the Village's continued commitment to much needed infrastructure improvements that were delayed during the economic downturn and budget stabilization.

- **Water Works Fund** – The 2020 Water Works operating expenditure budget equates to \$2,500,000 (net sewer reimbursements to the Metropolitan Sewer District) and is a 8.5% increase (\$197,000) over the 2019 year-end forecast. The majority of this increase is due to :
 - Addition of a full-time employee to the distribution crew. This is a result of the continual increase in water main call outs over the years in addition to several newly mandated Environmental Protection Agency regulations that include a more in-depth asset management program.
 - Equipment costs increased \$34,000

The 2019 Water Works year-end operating expenditures forecast is \$74,000 or 3% less than originally budgeted.

The 2020 Water Works Capital Improvement Reserve Fund (CIRF) and Retirement Reserve Fund equates to \$1,650,000 and reflects a \$220,000 or 15% increase from 2019 year-end. A significant portion of the CIRF is dedicated to \$708,500 for a water main repair on Algonquin Drive.

The 2019 year-end Water Works CIRF and Retirement Reserve Fund expenditures forecast \$276,000 or 16% less than originally budgeted.

Mayor Kuenning said that what is significant is the amount of money being invested in Village infrastructure. The total is around \$5,000,000 per year for 2019 and 2020 which is about twice the amount in previous years. This is because of the condition, the weather and timing. The Village has adequate reserves for these projects and will keep the infrastructure in top-notch shape like the residents want. He thanked Mr. Gully for his monumental effort in working on the budget. He also thanked Ms. Minneci and staff for all of their effort in putting the budget together. This budget is put together from the bottom up. Ms. Minneci pointed out that the detailed budget is 84 pages long with 75 pages which are individual funds.

There being no further questions or comments, Mayor Kuenning declared the public meeting on the 2020 Budget closed.

Council member Sewell reported that the Finance committee continued its discussions from last month regarding the determination of the income tax rate for the upcoming year. The Finance committee felt that the current 0.525% income tax rate should be maintained through 2020 (2019 tax year) to ensure strong projected reserves for future budget years and to maintain a stable CIRF ten-year plan. The income tax rate is reviewed annually and can be reduced or increased each year based on revised fund balance projections.

Council member Sewell said that the Finance committee recommends a first reading of the Ordinance establishing Chapter 93 of the Village's Code of Ordinances to reflect a 0.525% income tax rate for tax years 2019 and 2020.

AN ORDINANCE AMENDING CHAPTER 93 OF THE CODE OF ORDINANCES BY ADOPTING THE CURRENT DEFINITION OF ADJUSTED GROSS INCOME IN SECTION 5747.01 OF THE OHIO REVISED CODE, AND BY SETTING THE RATE OF 0.525% PROVIDED IN SECTION 93A-03 FOR THE TAX YEARS 2019 AND 2020 was presented and read for the first reading.

LAW COMMITTEE REPORT: Council member Armstrong directed Council's attention to a memo titled, "*Law Committee*". He reported that the Law committee met on November 7, 2019 to review several issues in advance of the Council meeting.

Council member Armstrong reported that the Law committee convened into Executive Session for the purpose of discussing the October legal activity report that included discussions on property sale and/or acquisition as well as pending litigation.

Council member Armstrong reported that the Law committee discussed the update to the City Charter review process. Articles have been placed in the monthly Bulletin and a website link has been created. The website includes an Executive Summary of the recommended changes. It also shows two redlined versions of the recommended changes: 1) all stylistic and substantial changes; and 2)

substantial changes only. The Law committee will hold a third and final reading at this Council meeting for the Charter recommendations to be placed on the March 17, 2020 ballot.

Council member Armstrong said that the Law committee recommends passage of the Ordinance on an emergency basis in order for it to be sent to the Hamilton County Board of Elections by December 10th.

AM ORDINANCE TO CAUSE PROPOSED AMENDMENTS TO THE CHARTER OF THE CITY OF THE VILLAGE OF INDIAN HILL TO BE PLACED ON THE MARCH 17, 2020 BALLOT, AND DECLARING AN EMERGENCY was presented and read.

Upon motion by Council member Armstrong, seconded by Council member Thayer, the rules were suspended by unanimous roll call vote.

Upon motion by Council member Armstrong, seconded by Council member Thayer, the Ordinance was passed by unanimous roll call vote. Mayor Kuenning declared Ordinance **12-19** enacted.

Ms. Minneci explained that letters would be going out to all the residents in the January/February timeframe explaining the changes. She said that she would check if residents are accessing the website on this issue.

BUILDINGS & GROUNDS COMMITTEE REPORT: Council member Cowan directed Council's attention to a memo titled, "*Buildings and Grounds Committee*". She reported that the Buildings and Grounds committee met on November 12, 2019 to review several items in advance of the Council meeting.

Council member Cowan reported that Mr. Adkins presented the departmental activity report, a copy of which is included in the Council packet. She highlighted that the B-field at Stephan Field has been rehabilitated and re-sodded due to the generous donation of the Osher Family Foundation.

Council member Cowan reported that Mr. West and Mrs. Wade-Dorman presented the project management report, a copy of which is included in the Council packet. She said that the Buildings and Grounds committee discussed that the first paddle fish harvesting is expected to occur in the spring of 2020. The Village will receive a percentage of the caviar harvested from the fish.

Council member Cowan reported that a Green Area gift at 7325 Indian Hill Road of 4.5294 acres has been completed. However, the owner is waiting to sell the property before transferring it to the Green Area Trust.

Council member Cowan reported that construction continues on the playground equipment at Camp Dennison.

Council member Cowan reported that due to the concerns surrounding a portion of Redbirdhollow Trail near to and including portions of the Redbirdhollow Homeowners' Association

property, the Buildings and Grounds committee discussed commencing the Redbirdhollow study in January 2020 if approved in the upcoming budget proposals.

PUBLIC WORKS COMMITTEE REPORT: Council member Krehbiel directed Council's attention to a memo titled, "*Public Works Committee*". He reported that the Public Works committee met on November 12, 2019 to review several items in advance of the Council meeting.

Council member Krehbiel reported that Mr. Adkins presented the departmental activity report, a copy of which is included in the Council packet. Staff trimmed honeysuckle and cleared trees from the right-of-way in several locations. Staff also performed drainage improvements on Miami Road and repaired guardrail on Camargo Road. The crew cleared leaves from ditches throughout the Village.

Council member Krehbiel reported that Mr. Adkins indicated that the season's first snow fall occurred the previous night with the Public Works crew being called in at 10:00 p.m. 1,500 tons of salt recently was delivered which helped fill the salt barn.

Council member Krehbiel reported that Mrs. Wade-Dorman presented the project management report, a copy of which is included in the Council packet. Summaries for upcoming infrastructure projects are as follows:

- a. **Remington Road (SR126) Culvert Replacement** – The installation of the culvert, headwalls, water main and base course have been completed. Paving is expected by the end of November, weather depending, with road opening expected by the end of December.
- b. **Shawnee Run Road Landslide** – The installation of the headwall and catch basin/storm pipe have been completed in addition to the extension of the culvert. The project is expected to be completed by the end of December, weather depending.
- c. **Various Landslide Projects (Muchmore, Hopewell, Loveland-Madeira, DeMar Roads)** – The Muchmore project will begin after the Shawnee Run Road landslide is completed. Loveland-Madeira Slide #1 received two bids with the lowest and best bid coming in at \$186,935 (engineer's estimate - \$185,975). The project cannot begin until the Remington Road project has been completed.
- d. **Keller Road Bridge** – Water main work has been completed and the modular wall has been installed. The bridge's structural beams have been scheduled for delivery on November 22nd. The contractor has begun working six days a week in hopes of completing the project by the end of December.
- e. **Bike Path Bridge (over Shawnee Run Road)** – ODOT has contacted staff to schedule a five day closure of Shawnee Run Road at State Route 126 to complete concrete repairs on the bridge. ODOT has agreed to coordinate this work when Shawnee Run is closed for landslide repairs.
- f. **Blome Road Bridge** – The County will be completing soil samples this month. The project remains planned for 2020.
- g. **Indian Ridge Culvert Repairs** – the project is awaiting the installation of the rock channel protection and is expected to be completed by the end of November.
- h. **Drake Road Turnaround Improvements** – All work has been completed. Landscaping restoration for the adjacent property owner has commenced.

WATER WORKS REPORT: Mayor Kuenning directed Council's attention to a memo titled, "*Water Works and Deregulation Committee*". He reported that the Water Works committee met on November 12, 2019 to review several items in advance of the Council meeting.

Mayor Kuenning reported that Mr. Adkins presented the departmental activity report, a copy of which is included in the Council packet. Staff repaired four main breaks totaling 67 for this year. Staff also performed fire hydrant maintenance and installed a water tap on Indian Run. Plant Operators responded to 261 service calls and abandoned the underground water tanks.

Mayor Kuenning reported that Mrs. Wade-Dorman distributed the project management report, a copy of which is included in the Council packet. He reported the following:

- a. **Shillito water main replacement** – The project is complete and staff is setting up meetings with adjacent property owners to acquire signatures for the dedication and vacation plats.
- b. **Water treatment plant brine storage tank replacement** – Due to the production of the storage tanks having a lead time of twenty weeks and not anticipated to arrive until late November, the project will not begin until December.

SAFETY COMMITTEE REPORT: Council member McGraw directed Council's attention to a memo titled, "*Safety Committee*". He reported that the Safety committee met on November 7, 2019 to review several items in advance of the Council meeting.

Council member McGraw reported that Chief Oughterson distributed the October Fire/EMS activity report, a copy of which is included in the Council packet. He said that Chief Oughterson highlighted the three alarm fire that occurred at a commercial building in Madeira with mutual aid coming from ten jurisdictions. The building contained two resident apartments and two businesses. There was only one injury which involved a firefighter from Little Miami tearing ligaments in his knee that eventually required minor surgery. He said that the fire was well-contained. The State Fire Marshall is still determining the cause of the fire; however, arson is not suspected.

Council member McGraw reported that Chief Oughterson indicated that he has received two bids thus far on the demolition of the former Chief's home adjacent to the Indian Hill fire station. Chief Oughterson will be attending the November Planning Commission meeting to discuss the process. He also highlighted how the firefighters visited the home of a bedridden young girl on Halloween to bring the festivities directly to her. Chief Oughterson discussed acquiring an annual subscription to the Loveland Symmes Fire Department's Live Training Center which allows them to work with other jurisdictions to get live firefighting experience.

Council member McGraw reported that a draft red-line version of the expiring agreement amongst the two cities and the Joint Fire District for fire and emergency services has been provided to the Joint Fire District Board for review. The current contract expires on December 31, 2019. Council member McGraw said that Chief Oughterson was adamant that he could not get the review completed by the end of the year. Council member McGraw said that an extension could be granted.

Council member McGraw reported that Colonel Schlie presented the October Rangers report, a copy of which is included in the Council packet. The activity included fraud, general

information and juvenile cases. He said that Colonel Schlie gave the Safety committee an update on the deer hunting program. Through November 5th, the deer count totals 58 in addition to seven coyotes.

Council member McGraw reported that Colonel Schlie provided the Safety committee with an update on the enhanced enforcement efforts on Varner Road which have resulted in 39 traffic stops in one week:

- i. 17 speeding violations issued
- ii. 1 over the axle limit violation issued (out of 12 trucks followed, only one was not local delivery)
- iii. 25 warnings given for crossing the double line
- iv. 1 driving under suspension - citation issued

Council member McGraw said that Colonel Schlie explained that it was speed which caused drivers to cross the middle line and not the size of the vehicle. He said that Colonel Schlie indicated that enhanced enforcement will continue.

Council member McGraw reported that staff discussed a request from Greenacres Foundation to incorporate flashing cross walk signs, cross walk painting and bridle trail crossing and signs in various locations on Spooky Hollow Road in addition to placing a stop light at Loveland-Madeira / Spooky Hollow. Increased traffic has occurred on Spooky Hollow during the Remington Road closure which has made it difficult for classes to cross the street on field trips; however, it will decrease upon Remington's opening in December.

Council member McGraw explained as a way to assist with the safety concerns, the Village is doing the following: 1) Rangers will be training the Green Acres' teachers the proper crossing procedures and recommending the proper attire and equipment for crossing; 2) Public Works will be restriping one crosswalk, adding a bridle trail crosswalk and adding one additional pedestrian crosswalk and appropriate signage (non-flashing).

PLANNING COMMISSION REPORT: Council member Thayer reported that he had no report because the Planning Commission did not meet because of a lack of agenda items. He said that there will be a meeting on November 20th and invited all of Council to attend.

CITY MANAGER'S REPORT: Ms. Minneci reported the following in her City Manager's report:

- a. Administrative offices closed November 28-29, 2019 in observance of Thanksgiving.
- b. December 2, 2019 is the Council Organizational meeting at 7:30 a.m.

Council member Cowan highlighted accomplishments of the retiring Council members, John Armstrong, Abbot Thayer and Mayor Mark Kuenning and thanked them for their valuable service to the Village of Indian Hill. Mayor Kuenning said that he really enjoyed his time on Council and as Mayor and especially liked working with all of the people, including the staff and Council members.

Council member McGraw made a motion for Council to move into Executive Session for purpose of discussing property acquisition and/or sale of property, including real, personal, tangible and intangible and the appointment, promotion or compensation of a public employee. The motion was seconded by Council member Thayer and was passed by unanimous roll call vote. Council entered into Executive Session.

Council returned from Executive Session, there being no further business to come before Council, Mayor Kuenning declared the meeting adjourned.

Respectfully submitted,

Mark D. Kuenning, Mayor

ATTEST:

Paul C. Riordan, Clerk